

WATER SUPPLY SERVICE APPLICATION



Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

The Water Supply Service Application Fee is non-refundable and is per Connection/Disconnection to the main. Please refer to the Water Supply Application fee schedule at <https://wellington.govt.nz/environment-and-sustainability/water/apply-for-a-water-connection>

Does this water supply service application relate to a resource or building consent?

Yes
No

Building Consent SR No:

Resource Consent SR No:

FEE CALCULATOR

WATER SUPPLY SERVICE DEVELOPMENT DETAILS			Number of items		Total fee
Greenfield Subdivision	No fee			=	0.00
Residential connection to the main	\$61.50	x		=	
Commercial connection (including meter and backflow preventer)	\$205.00	x		=	
Fire service/sprinkler connection to the main	\$205.00	x		=	
Temporary site works connection to the main	\$61.50	x		=	
Disconnection from the main	\$61.50	x		=	
Meter	\$61.50	x		=	
Backflow preventer (including meter if combined unit)	\$61.50	x		=	
Inspection/re-inspection	\$65.00		May be invoiced as needed		0.00
			Total fee		

SITE DETAILS

Street Address		
Legal Description	Valuation No:	Lot & DP No:

OWNER DETAILS

Name			
Postal Address			
Contact Phone		Email	

APPLICANT DETAILS (if not owner)

Name			
Postal Address			
Contact Phone		Email	

WATER SUPPLY SERVICE DEVELOPMENT DETAILS

Description of connection/alteration requirements (including connection size)

Note: A detailed site plan minimum A4 size must be attached to this application, showing existing water services and proposed works.

PRIVACY STATEMENT

Council may hold, use and disclose personal information you have provided to communicate with you for Council purposes and to enable it to maintain its records and carry out its statutory functions. You have the right under the Privacy Act 2020 to access, and have corrected, information held by Council by contacting the Wellington City Council Privacy Officer, Email: privacy@wcc.govt.nz, Postal address: PO Box 2199, Wellington 6140.

SIGNATURE

Signed by or on behalf of the owner:

Printed Name:

Date:

NOTES

- Information on the existing Water and Drainage networks is available online at <https://data-wellingtonwater.opendata.arcgis.com/>
- A non-refundable payment of the application fee is required before the application can be processed.
- A separate application fee is required for every new connection to the main and for each connection alteration, relocation and disconnection. An application is also required where a change in use is proposed on the property.
- Applications are evaluated for approval by the Land Development Team at Wellington Water on behalf of Wellington City Council. If the applicant wishes to discuss particular aspects of an application, enquires can be made to Wellington Water, Level 4, IBM House, 25 Victoria Street, Petone, Lower Hutt; by telephone to 04 912 4400 or by email to land.development@wellingtonwater.co.nz
- Approved applications are valid for a period of six months from the date of approval. If works are not completed within this period, the approval will lapse and a new application and fee will be required.
- Only approved contractors can put new connections in place. Take a look at Wellington Water's list of approved contractors at: <https://www.wellingtonwater.co.nz/contractors/overview/approved-water-supply-connection-contractors/>
- The applicant is responsible for securing and paying an approved contractor for the installation works.
- The selected contractor must provide Wellington Water with documentation on the Work Programme, Health and Safety, and any required Shutdown, Traffic Management Plan, Road Opening Notices, etc.
- As-builts, meter readings, test certifications, etc must be submitted to Wellington Water within one month of completed works.
- Refer also to Wellington City Council Water Supply Bylaw, which is online at: <https://wellington.govt.nz/environment-and-sustainability/water/wellingtons-water-supply/water-policies-and-bylaw>

CHECKLIST

Item	Y	N
Scheme Plan, minimum A4 size, showing property boundaries, existing water services and the proposed works		
Application fee		
Signature and Printed Name		
Flow and pressure tests with calculations for all fire and sprinkler connection applications		
Certification from Fire Engineer based on calculations above		
Design calculations for other supply situations where required by Wellington Water		

WELLINGTON CITY COUNCIL OFFICE USE ONLY – Payment

Amount Received	\$	Date Received	
Name of Council Employee			
Invoice Number			